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### **MEETING MINUTES December 20, 2007**

A meeting of the Idaho Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field Building 440 Room 275. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves.

#### **Members Present:**

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice-Chair, Lorin Nielsen, Idaho Sheriffs Association
- Marv Hagedorn, Idaho House of Representatives
- Michael Candelaria, United States Dept. of Interior
- Jay Christensen, Department of Corrections? **Proxy for Shannon Cluney**
- Dean Hagerman, Idaho National Guard **Proxy for Art Keen**
- Dia Gainor, Idaho Department of Health and Welfare
- Jerry Goetz, Federal Law Enforcement
- Mary Halverson, Bureau of Homeland Security
- Jon Heggen, Idaho Department of Fish and Game
- Greg Laragan, Idaho Transportation Department
- Shawn Larsen, Association of Idaho Cities
- Stan Passey, Idaho State Police
- Jerry Russell, Idaho State Police
- William Shawver, Idaho National Guard & incoming Director of Bureau of Homeland Security

- Joe Young, Idaho Association of Counties

#### **Others Present:**

- Micah Applewhite, Motorola
- Brad Hufford, Bureau of Homeland Security
- Bruce Bowler, Madison County Sheriffs Office
- Russell Bundy, ACSO
- Michele Carreras, State EMS
- Kit Eldredge, M/A-Com, Tyco Electronics
- John Facella, Tyco Electronics
- Lorraine Elfering, Canyon County Sheriffs Office
- Tony Hafla, Teton Communications
- Todd Herrera, Canyon County Sheriffs Office
- Chet Hilliard, Knight Point System
- Matt Howarth, Motorola
- Ron Lyons, EADS
- Nicola Jansen, Ada County Sheriff's Office
- Tim Marsano, Idaho Military Division
- Kirby Ortiz, Gem State Communications
- Dereck Orr, DOC NIST
- Tom Miller, Tyco Electronics
- Greg Newberry, Whitecloud Communications

- John Parker, PSC
- Gene Ramsey, Blaine County Sheriff's Office
- Paul Roberts, City of Boise (Fire)
- Lex Rutter, GEOCOM
- Les Shadduck, Retired
- Peter Sinclair, TAIT Radio
- Jeff Shinn, Office of Performance Evaluations, via teleconference
- Scott Skibniss, Tait Radio Comms
- Steve Williams, INL, via teleconference
- Paul Wilde, Bonneville County Sheriff's Office – via teleconference

#### **Staff**

- Gayle Alvarez
- Dodie Collier, Project Manager

#### **Review & Approve Minutes—Chair Lockwood**

Lockwood noted that a quorum was present and asked for a review of both the November Regular and Special meeting minutes.

**Motion: Nielsen moved that the regular minutes be accepted as amended. Hagerman seconded the motion. The motion passed by a unanimous vote.**

**Motion: Nielsen moved that the special minutes be accepted as amended. Young seconded the motion. The motion passed by a unanimous vote.**

#### **PSIC Update (Council Action) Mark Lockwood, Dodie Collier and Brad Hufford**

The PSIC application was submitted on December 3<sup>rd</sup> as was required and previously discussed. Very late in the process, a call was received from FEMA. They had recalculated the 20% match portion of the grant and as such, there was more money available. Based on the rankings from the Working Group which reviewed and ranked the 26 applications, Fremont County was next in line to receive funding. Fremont County's requested amount, \$326,716.55, was included in the PSIC application with the caveat that the issue would be brought before the SIEC at the next meeting for formal approval. The Council also received a copy of the 2007 PSIC Budget as submitted.

Due to the fact that all ten investment justifications in the PSIC application packet had been fulfilled, Fremont County was submitted in coordination with Clark County. Clark County had been approved at the November Special meeting.

Larsen asked about Fremont County's engineering study. Collier stated that the criteria used were available from her via e-mail. It includes a statement that the applicant must have, or have been a part of, an engineering study to support their investment request.

Larsen reiterated his concerns regarding the selection process and the issue regarding all of the Council members viewing all of the applications. Lockwood noted his concerns.

**Motion: Nielsen moved that the Council approve the adoption of funding for Fremont County. Shawver seconded the Motion.**

Lockwood called for discussion.

Hufford reiterated that the call from FEMA came on the very last day of the process and that the approval of Fremont County was contingent upon the full SIEC's approval. In addition the

selection criteria used was reviewed by the Division of Purchasing, the Bureau of Homeland Security and was consistent with the SIEC's charge from House Bill 334.

Shawver stated that from the Military Division's point of view, the committee did very well in the review process but that if the Council voted no on the Fremont funding, the money was lost. Gainer asked the Chair when he anticipated the formation of policy or other committee to address the specific concern from a procedural standpoint as there may be other federal grants made available. The SIEC did choose some time ago the process that was used but perhaps it was time to revisit the issue.

Lockwood agreed that the Council could make a change but in addition, when that process was adopted, it was after consulting with Bill Bishop and federal guidelines. Bishop was adamant that no federal dollars be disqualified due to failure to "dot an I or cross a T." Bishop suggested that we do it that way and it made sense to do so. In addition, BHS handles millions of dollars each year and with them being the auditing group, it made sense for this Council at that time to adopt that procedure to meet all of the criteria necessary.

Larsen stated that he did not want to see any money have to be returned and would support the motion. He also reiterated his concerns about the process.

**Nielsen called for the question. The motion passed.**

Lockwood called for any additional discussion. A question was raised about Investment 9 (State) on the 2007 PSIC Budget. Hufford responded that it was received from Public Safety Communications. Young responded it was his understanding that Investment 9 was the State's share and asked if it was known how those funds will be used to maximize our efforts.

Shawver responded that of the 20% that the state can withhold by grant guidelines, some is used for Management and Administration. The issue is where those dollars can be best put to leverage collaboration with local jurisdiction as well as state agencies. Areas that are going to come on line with the PSIC investment justifications once funded by the federal government will work with the State of Idaho Public Safety Communications (PSC) resources in those areas to get greater reach in 700 MHz

From a State perspective, we want to be able to leverage the existing "islands of communications" to get wider coverage and then ask the State Directors at ITD and ISP to begin to convert to 700 MHz voice. They can't be asked to do that however until we have a region that has coverage. Those dollars will enhance state connectivity as well as collaborate and enhance mobile jurisdiction. Those dollars have a shelf life of September 2010. John Parker, Chief of PSC, has a list of where those dollars will be applied.

Since 2002 there has been \$22 Million spent on interoperable communications, much of it supporting counties and coordination has been made with the counties; the SIEC has not been involved in that allocation. As incoming Director of Homeland Security, Shawver wants to be more collaborative with the state share on state projects in coordination with the SIEC, but it won't go through the same process as the PSIC.

Representative Hagedorn responded from the perspective of the House and previous discussions there, transparency in where these dollars are spent will help us a lot more interoperability projects in the Legislature. He suggests we go through the same type of grading process so the Council has the opportunity to approve the biggest 'bang for the buck' so we can go to our Legislative leaders and the Governor's office and state that technical decisions were made and all the money has been debated and graded and provides the greatest benefit to the state, regardless of the entity that it goes to.

Lockwood stated that the federal PSIC application review process has begun and we should know by March if Idaho's investments have been accepted.

### **Update on Governor's Council and introduction of John Parker, Chief Public Safety Communications.**

Shawver stated that the Executive Order forming the Public Safety Governance Council has not yet been signed but will be shortly. He then introduced John Parker, the new Chief of Public Safety Communications. The current state infrastructure cannot support everybody coming on line at 700 MHz, it just isn't possible today. Serious issues lie ahead. The Meridian site is at capacity; the Legislature awarded \$1.3 million to upgrade it and John and his people are working diligently to accomplish that. John will be making a pitch to put an SIEC team together to work the issues of how we can best work together to provide this interoperable system. The rate structure hasn't been updated since 1988. The 700 MHz service is being provided free of charge and we can no longer do that. Income is trending down while the amount of work is trending up. We want to collaborate with the committee and come up with some courses of action to take to the Governance Council.

### **Interoperable Communications: The state of the "State" John Parker, Chief of Public Safety Communications.**

Parker provided a PowerPoint presentation to the Council on opportunities and challenges regarding 700 MHz. The existing rate structure does not support the demands placed upon it and it needs to be changed. The strategic plan will be re-examined in the spring and will have realistic guidelines on where we can take the state agencies. He also listed some Requests and Actions, those being:

#### **Public Safety Communications Request:**

Appoint one of the subcommittees to "Research best practices of other states" and based upon this, make a recommendation to the Council and PSC for a "funding mechanism" for statewide interoperability. This is crucial since PSC is working on a fee and rate structure to support the states communications infrastructure to send to the "Governance Council" for approval.

#### **Public Safety Communications Actions:**

- (1) Currently developing a new rate and fee structure for services and applications.
- (2) Working on updating the timelines and directions from ICA-WIN for state agencies to present to the Governance Council.
- (3) Working with BHS – Broadband Initiative Program to ensure a system of reliable transport of "Interoperable Communications Traffic" to the Master Site.
- (4) Other SIEC Requests and Governance Council Direction.

Lockwood stated that some of these issues have been discussed previously. Funding is coming through PSIC and additionally the Special Olympics. We have some similarities with Utah in this regard as they recently hosted the 'regular' Olympics. They would be a good group to talk to.

Larsen suggested that at the next meeting the Technical Subcommittee be discussed. As long as a majority of the members are Council Members, other individuals can be included on the subcommittee. The Bylaws may need to be reviewed as well.

A question was asked regarding the E911 Commission and SIEC, will the two be a collaborative effort or will the two be merged?

Shawver replied he does not see the two merging; they will be collaborative. The state agencies that have Public Safety missions such as ISP, Health & Welfare, and Bureau of Homeland Security do not have a policy formulation body within the state of Idaho. The Governance Council ties together those state agencies at the Director level, those with the money once it has been appropriated by the legislature, to deliver those dollars for the collective good of public safety in state government.

There is also a meeting in Meridian this afternoon regarding a Master Site. Ada County wants to return it to the State and there are several issues to discuss in that regard.

### **Vendor presentations.**

Lockwood introduced the next series of presenters. As we head into the Legislative session, it would be good to have some insight into the state of the state as well as the state of technology. As such, multiple vendors have been invited to provide us with updates on current projects as well as some of the folks who manage the vendors.

Vendors from the following companies made presentations on ISSI (Inter-RF Subsystem Interface). Their presentations and contact information will be posted on the SIEC webpage.

Micah Applewhite, Market Solutions Team, Motorola. Presentation was on ISSI, Master site redundancy and their product capabilities;

John Facella, Tyco Electronics M/A-Com, Presentation was on Wireless Systems Segment;

Derrick Orr, Program Manager, Public Safety Communications Systems, National Institute for Standards and Technology (NIST). Presentation was on ISSI, Standards and Compliance;

Ron Lyons, EADS Secure Networks NA. Presentation was on ISSI, P-25 Phase II;

Peter Sinclair, Tait Radio Communications. Presentation was on ISSI, FSSI, and P 25 Trunking.

The next SIEC Regular Meeting will be held on January 24, 2008 in Boise.

**Motion: Hagerman made a motion to adjourn. Young seconded the motion. The motion passed by a unanimous vote.**